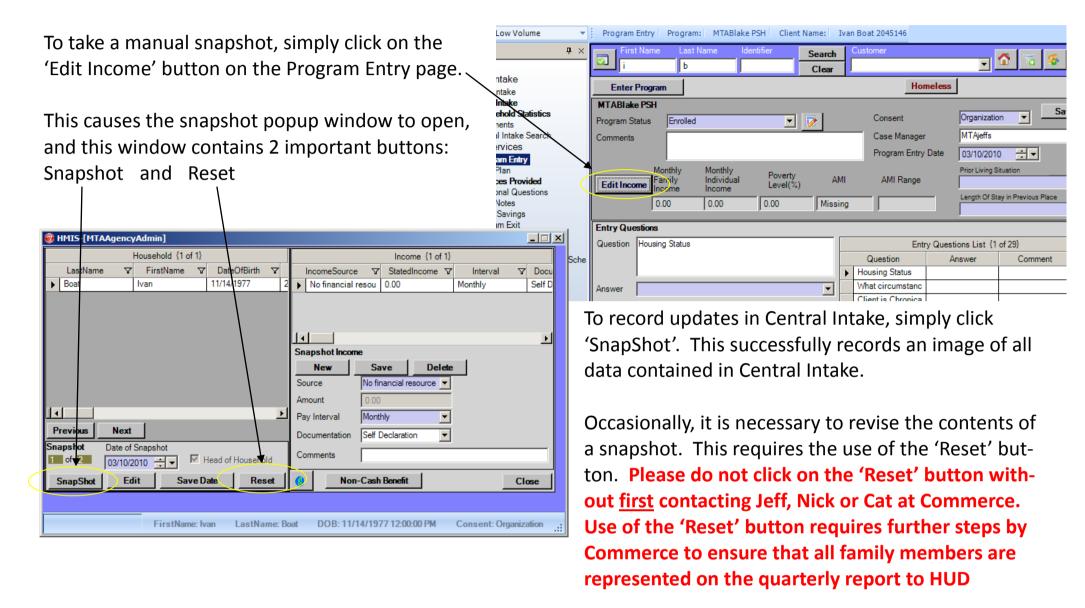
Critical Data Entry Update for HPRP Subgrantees

A CRITICAL MESSAGE IS CONTAINED IN BOLD RED PRINT BELOW. PLEASE READ CAREFULLY!

This document is to explain some critical needs concerning the use of 'Snapshots' in the HMIS. As you know, a snapshot of the family data in Central Intake is automatically taken at the time of program enrollment. HPRP requires that you update family income in Central Intake every 3 months, and then take a manual snapshot to record the data held in Central Intake.



If you have any questions concerning snapshots, please do not hesitate to contact the Commerce Technical Assistance Team